

EDCON2026

VOLUNTEER ROLES

SETUP | TAKEDOWN

THURSDAY AFTERNOON & SATURDAY EVENING

Carry, move, and set up chairs, tables, and smaller pieces of furniture. May come for part or all of scheduled setup & takedown times.

DISCOUNT: 35%-75%



BANQUET SETUP

FRIDAY AFTERNOON FROM 4 PM - 5:45 PM

Set up banquet tables & chairs. Place decorations [instructions provided]. Tidy up auditorium and other spaces.

DISCOUNT: 35%



REGISTRATION

PRE-CONFERENCE & FRIDAY MORNING

Create name badges for attendees from attendee list and assist with distribution of attendees into discussion groups. AND/ OR Register attendees as they arrive and provide assistance and direction throughout the event.

DISCOUNT 35%-75%



ROOM MAINTANENCE

SCHEDULED DURING CONFERENCE

Inspect rooms during breaks to pick up trash, reset chairs, wipe down tables, and take personal items to lost and found.

DISCOUNT: 35%-75%



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PHOTOGRAPHY

DURING CONFERENCE | EXPERIENCE REQUIRED

Take candid photos of attendees and speakers during conference sessions.

DISCOUNT: Up to 100%
will be determined according to prior experience & commitment of time during conference.



SOUND & RECORDING

DURING CONFERENCE | EXPERIENCE REQUIRED

Operate microphones & other audio equipment. Ensure that speaker talks & auditorium workshops are recorded.

DISCOUNT: Up to 100%
will be determined according to prior experience & commitment of time during conference.



DISCUSSION LEADER

DISCUSSION SESSIONS | EXPERIENCE REQUIRED

Facilitate discussion groups to foster Gutenberg-style discussions. Gutenberg reserves the right to hand-pick discussion leaders for their experience, skill, and affiliation with the college.

DISCOUNT 75%



TO APPLY:

EMAIL: EDCON@GUTENBERG.EDU

To apply for a volunteer role, contact Trisha at edcon@gutenberg.edu with your availability, the role you are interested in, and relevant experience.



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VOLUNTEER INFO

DISCOUNT EXPLANATION

35% DISCOUNT: 2-3 hours of committed time, a longer but light task with little responsibility, or very little experience in the role.

75% DISCOUNT: 4-8 hours of committed time, a task which requires a higher physical or mental demand, or some experience in the role.

100% DISCOUNT: Join the full-time conference staff. Specifically qualified to a role by experience or education. May not be able to attend some sessions.

QUALIFICATIONS

PHOTOGRAPHY | AUDIO | DISCUSSIONS

Sufficient previous experience, education, or professional qualifications. We may ask about previous jobs or request samples of an applicant's work. Positions will be offered to those applying individuals whom we believe will be the best fit for the role.

QUALIFICATIONS

SETUP | REGISTRATION | MAINTANENCE

Responsible adult with the desire to do the work. Some pre-conference registration tasks require knowledge of merge functions in Microsoft Word. Setup & takedown tasks will require the physical ability to move stacks of chairs or carry tables.

SCHEDULING

PRE-CONFERENCE | DURING | POST-CONFERENCE

Please inform us of your availability when contacting us about volunteer roles that interest you. We will work to organize volunteers according to their preferred availability.